

Development Services Monthly Report October & November 2011

Table 1 - Department Activities

	Activity	October	November
1	Visitors	511	443
2	Informational Calls	197	123

Minor Site Plan Modification Approvals: none

Table 2 - Code Enforcement Activities

Line No.	Activity	October	November
1	Business Tax Receipt Inspections	8	6
2	Citations	0	0
3	Code Cases Closed		
4	Complaints Investigated	16	1
5	Courtesy Letters	0	0
6	Courtesy Notices	2	2
7	Lien Searches	24	42
8	Notices of Violation	10 *	12 *
9	Public Records Requests	1	1
10	Re-Inspections	61	37
11	Special Master Cases	0	7
12	Vacant Property Registration		
13	Verbal Warnings	4	2

*** Break Down of Notices of Violation Issued (Line No. 8 above)**

Type	Violations	
	Oct	Nov
Building Maintenance		2
Damage to Town Property		1
Inoperable Vehicle		1
No Business Tax Receipt	1	
No Permits	2	2
No Special Event Permit		1
Noise Violation		1
POD Storage	1	
Property Maintenance (includes trash / debris/ overgrown yard)	6	4
Total	10	12

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1. Facilitated the planning for the New Year's Eve Event
2. Completed 4 hardship parking permit inspection.
3. Contacted special event sponsors regarding alcohol permits and Oct parking payments.
4. Vacation rental property inspection at 5450 Ocean Drive.

Staff investigated complaints for:

4660 Ocean: hotel room with broken lock, bed bugs and dirty pool. Complaint not sustained.

Code Enforcement Liens Recorded: none this period

Code Fines Collected \$225 in October and \$5,725 in November

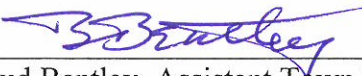
Table 4 - Fire Marshal/Inspector Activities

Line No.		October	November
1	Building Permit Inspections	15	8
2	Building Permit Apps & Resubmittals	10	24
3	Fire Inspections	47	29
4	Violations Issued	1	0
5	Re-Inspections	28	8

Table 5 - Building Department and Zoning Activities

Line No.		October	November
1	Final Zoning Inspections	14	8
2	Zoning Reviews (By County & Staff)	107	81
3	Permits Issued	40	57
4	Permit Applications	82	72

Application over \$100,000: 4540 N. Ocean Drive – Interior Remodel


Bud Bentley, Assistant Town Manager

Date: February 1, 2012